

DATE: 11-17-04

TO: City Clerk

FROM: Representative Vivian Rojas

ADDRESS 2 Civic Center Plaza 10th Floor

TELEPHONE 541-4108

Please place the following item on the (Check one): CONSENT

XX

REGULAR

Agenda for the Council Meeting of November 23, 2004

Item should read as follows: Appointment of Carmen Olivas Graham to the Arts and Culture Advisory Board by Rep. Vivian Rojas, District #7. {Contact: Rep. Rojas – (915) 541-4108}

SPECIAL INSTRUCTIONS:

Item No.

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: Arts and Culture Advisory Board

NOMINATED BY: Representative Vivian Rojas

DISTRICT: 7

NAME OF APPOINTEE Carmen Olivas Graham, Ph.D.

(Please verify correct spelling of name)

BUSINESS ADDRESS:

CITY: ST: ZIP: PHONE:

HOME ADDRESS:

CITY: ST: ZIP: PHONE:

WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?

Viviana Contreras

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE):

TERM EXPIRED:

RESIGNED

REMOVED

XX

OTHER (SPECIFY):

EXPIRATION DATE OF INCUMBENT: 03/06

EXPIRATION DATE OF NEW APPOINTEE: 03/06

PLEASE CHECK ONE OF THE FOLLOWING:

1st TERM:

2nd TERM

UNEXPIRED TERM:

X

VITA

Carmen Olivas Graham, Ph D

OBJECTIVE: To help meet the needs of our community working with students, families, and colleagues, while making full use of my abilities and academic preparation

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| EDUCATION: | Ph D Master's Degree BS in Education | NMSU Curriculum & Instruction with double minor in Bilingual Education and Early Childhood SFA Education & Instructional Supervision UTEP Obtained full Bilingual Teacher Certification |
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| EXPERIENCE: | Current position: Personnel Services Director Direct and oversee Self-funded Medical Health Plan, Financial Savings Plans, Voluntary Benefits Plans, HIPAA and Title IX Compliance Officer, recruit and instruct personnel for all type of district positions Previous Position: Assistant Superintendent for Curriculum, Instruction, and Federal Programs also Senior Administrator & Grant Writer Responsibilities: at Fabens ISD. = P.O. Box 697, Fabens, TX 79838 Supervised all programs of instruction district-wide. Provided district-wide staff development to address all programs and initiatives, negotiated contracts and grants, responsible for supervision, administration, & evaluation of entitlement programs including Title I, Special Education, Career and Technology, Migrant, Bilingual/ESL, School to Careers, OEY, G/T, ABE, Emergency Immigrant, and more. Responsible for writing and the evaluating of all grants including the 9th Grade Initiative, Pre-K, Read for Texas, After School Middle School, WIA Youth Grants and more. |
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| Other Positions Held: | Assistant Principal (Sierra Vista Elementary) SISD Professional Development Consultant USAID Graduate Assistant (C & I) NMSU Supervisor for Student Teachers (C & I) NMSU Special Dual Language Program SEISD Accelerated Inst. (ACE) Program SISD Instructor for International Program EPCC Testing Trainer CTB McGraw Hill - S.Jackson Editor Education Thematic Units -Houghton Mifflin Staff Development and Lead Trainer - USAID Adult Probation Department 1st. Offender Program District Bilingual Teacher Leader - at Socorro ISD Education Bilingual/ESL Consultant - Learning 24-7 Writer of curriculum guides, articles, manuals, etc. Teacher at Socorro ISD, San Elizario ISD, and part time at UTEP, EPCC, Stephen F. Austin, and NMSU |
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INFORMATION: Fluent speaker of English and Spanish (including speaking, reading and writing)
 Married. Twice honored as district "Teacher of the Year"